

900 WEST HASTINGS

ELEVATOR ACCESS TIMES

SECTION A REGULAR HOURS	
We hereby request the elevators to provide public access to the _____ floor during the following times:	
Monday:	from ____:____ A.M. to ____:____ P.M.
Tuesday:	from ____:____ A.M. to ____:____ P.M.
Wednesday:	from ____:____ A.M. to ____:____ P.M.
Thursday:	from ____:____ A.M. to ____:____ P.M.
Friday:	from ____:____ A.M. to ____:____ P.M.
<p>Note: The building's regular business hours are 8:00 A.M. to 6:00 P.M. Monday to Friday. These are the hours that the main entrance doors are open. The hours that the elevators access each floor cannot exceed these regular building hours. The building is closed on Saturday and Sunday, and on Statutory Holidays.</p> <p>Note: On floors with more than one tenancy, building management will determine the regular elevator access times taking into consideration the regular business hours of the tenants located on that floor.</p>	

SECTION B SPECIAL TIMED EVENTS			
We hereby request the regular elevator access times to the _____ floor be VARIED as follows:			
Day of the week	Date	Elevator <u>Start</u> Time	Elevator <u>Lock-Off</u> Time
_____	_____, 20__	____:____ A.M./P.M.	____:____ A.M./P.M.
_____	_____, 20__	____:____ A.M./P.M.	____:____ A.M./P.M.
_____	_____, 20__	____:____ A.M./P.M.	____:____ A.M./P.M.
_____	_____, 20__	____:____ A.M./P.M.	____:____ A.M./P.M.
First day back to <u>Regular Hours</u> : _____, 20__			
		day of the week	date
Other instructions: _____			

TENANT AUTHORIZATION	
We hereby authorize the above regular elevator access times and/or timed events.	
	X _____
	authorized signatory
_____	_____
date	name and position